



## Fort Wayne Community Schools

"Discover Excellence In Education"

Record #: 4600

Fort Wayne Community Schools is committed to closing the achievement gap among 32,000 students through strategic planning, magnet school programs, school level decision-making, state-of-the-art technology, and active partnerships with four local universities. Fort Wayne Community Schools is one of only ten awardees nationwide to receive a \$5 million grant from the Wallace Foundation to recruit and strengthen the abilities of aspiring administrators, principals, and superintendents to improve student achievement and perform as effective instructional leaders. A diverse student population and a high level of cooperation and mutual respect among students, parents, teachers, support staff, and the community characterize this outstanding school district.

### Administrative Vacancy

- Position:** ASSISTANT PRINCIPAL- ELMHURST
- Contract:** 07/28/2008 to 06/10/2009 (215)
- Salary range:** \$62,576-\$84,303
- Description:** Supports the principal in providing educational leadership through the organization, administration, supervision, and evaluation of all personnel activities for the building within the scope of the policies, rules, and regulations of Fort Wayne Community Schools. Assists with student supervision, coordination of IATs and IEPs, school improvement planning, data analysis, assessments, and construction of school master schedule. Must support all students achieving at high levels through achievement and academic excellence, engaging parents and the community, and operating with fiscal responsibility, integrity, and effectiveness.
- Certification:** Must hold or be eligible for appropriate Indiana Secondary Administration and Supervision certification
- Qualifications** Prefer candidate with success in teaching secondary students as well as high school administrative experience. Candidate must demonstrate effective communication skills with parents, student, and staff members. Prefer candidate with highly effective organizational, interpersonal, and leadership skills. Must be able to demonstrate competence in the following tasks:
- Communication processes
  - Organizational change
  - Consultation skills
  - Relationship skills
  - Managing change and ambiguity
  - Educational knowledge
- POSTING DATES: 9/4/08 - 9/8/08
- SCREENING TO BEGIN: Immediately

FWCS supports the principle that all persons are entitled to equal employment opportunity without regard to race, religion, color, marital status, national origin, sex, age, disability, or limited English proficiency.

FWCS encourages women and minority candidates to apply. Salary and fringe benefits are highly competitive, and based upon training and experience.

**Submit a letter of interest, administrative employment application, resume, and documentation of successful administrative experience to:**

**Kathy Carr**

**Manager of Recruitment and Hiring**

**Fort Wayne Community Schools**

**1200 South Clinton Street**

**Fort Wayne, IN 46802**

**Telephone: (260) 467-2132      Fax (260) 467-1973**

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